



STATE OF SOUTH CAROLINA  
STATE REVOLVING FUND (SRF) PROGRAM  
PROJECT CONSTRUCTION SUMMARY

This questionnaire/check sheet is furnished as an administrative aid and is suggested for use in supplying required information and documents as well as for reporting minor changes. After taking bids for construction contracts, this complete package should be forwarded to the SC Department of Health and Environmental Control, Water Facilities Permitting Division, SRF Section, 2600 Bull Street, Columbia, SC 29201.

1. Project Name and Number:

\_\_\_\_\_

2. Sponsor's Name and Address:

\_\_\_\_\_  
\_\_\_\_\_

3. Sponsor's Representative (Mayor, City Manager, etc.):

\_\_\_\_\_

Telephone Number: \_\_\_\_\_

4. Have there been any changes in the project since the plans and specifications were approved?  
If yes, list below:

Addendum No. \_\_\_\_\_ Approved \_\_\_\_\_

Addendum No. \_\_\_\_\_ Approved \_\_\_\_\_

Addendum No. \_\_\_\_\_ Approved \_\_\_\_\_

5. Please list any other sources of funding necessary to finance this project. Are additional funds necessary to finance ineligible construction or other ineligible expenditures?

\_\_\_\_\_

6. Bid Information:

Bid Advertisement Date \_\_\_\_\_

Bid Opening Date \_\_\_\_\_

Bid Expiration Date \_\_\_\_\_

7. Date of SRF Loan Application: \_\_\_\_\_

8. Attach the following:
- a. Project Construction Summary form signed by the Project Sponsor's Representative.
  - b. A certified copy of the advertisement with date of publication.
  - c. A copy of the detailed bid tabulation certified by the Project Sponsor's engineer.
  - d. Proposal of the successful bidder(s).
  - e. Bid bond.
  - f. Two (2) copies of the engineer's award recommendation of low bidder(s) to the Project Sponsor listing the proposed contract amount. If award is recommended to other than low bidder(s), justification for this decision.
  - g. Certified copy of the Project Sponsor's tentative award resolution listing the proposed contractor(s) and contract amount(s).
  - h. Prime Contractor's Subagreement Certification form from the bid documents.
  - i. Evidence that the low bidder(s) complied with the Disadvantaged Business Enterprise (DBE) requirements listed in the bid documents. DBE approval must precede bid package approval.
  - j. Prime Contractor's Equal Employment Opportunity (EEO) Documentation Required by Executive Order 11246 from the bid documents.
  - k. Subcontractor's EEO Documentation Required by Executive Order 11246 from the bid documents if their contract amount is expected to be in excess of \$10,000.
  - l. Prime Contractor's debarred certification (form located in the bid documents) that they are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participating in a contract using federal funds.
  - m. Subcontractor's debarred certification (form located in the bid documents) that they are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participating in a contract using federal funds if their contract amount is expected to equal or exceed \$25,000.
  - n. Documentation outlining how the Project Sponsor will provide continuous inspection during construction such as:
    - i. an executed engineering services agreement; or
    - ii. a contract with an independent construction inspector along with a copy of the proposed inspector's qualifications and a plan for back-up assistance if needed; or
    - iii. a statement from the Project Sponsor that construction inspection will be performed by the Sponsor's staff. This statement should include the names and qualifications of the proposed inspectors. Please note that force account work (i.e., any work performed by the Project Sponsor's own employees) is ineligible for SRF funding.

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Signature and Title of Sponsor's Representative

Date